



Revision number: 1

PURCHASING AGENT: BRENDA VELDEVERE

ITEM: CONVERTING GRAY AUTOGRAPH RECORDINGS TO DIGITAL CD

VENDOR: 93464A CRAIG A PETERSON CONSULTING LLC
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OREM UT 84057

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CONTACT: CRAIG A. PETERSON

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PRICE: SEE ATTACHED PRICE LIST

TERMS: NONE

EFFECTIVE DATES: 06/01/99 THROUGH 05/31/2001

DAYS REQUIRED FOR DELIVERY: SEE PRICE LIST

PRICE GUARANTEE PERIOD: ONE YEAR

MINIMUM ORDER: ONE

MIN SHIPMENT WITHOUT CHARGES: ONE

OTHER CONDITIONS: THIS IS A ONE (1) YEAR CONTRACT WITH TWO (2)
ONE (1) YEAR RENEWAL OPTIONS AFTER 5/31/2000

ORIGINATING SOLICITATION: GH9906 OPENED 5/04/99 AT 3:00 P.M.

REVISION #1: CONTRACT HAS BEEN EXTENDED THROUGH 5/31/2001.

THIS CONTRACT COVERS ONLY THOSE ITEMS LISTED IN THE PRICE SCHEDULE. IT IS THE RESPONSIBILITY OF THE AGENCY TO ENSURE THAT OTHER ITEMS PURCHASED ARE INVOICED SEPARATELY. STATE AGENCIES WILL PLACE ORDERS DIRECTLY WITH THE VENDOR (CREATING A PG IN FINET) AND MAKE PAYMENTS FOR THE SAME ON A PV REFERENCING THE ORIGINAL PG. AGENCIES WILL RETURN TO THE VENDOR ANY INVOICE WHICH REFLECTS INCORRECT PRICING.

REPORTS

THE CONTRACTOR WILL SUBMIT QUARTERLY REPORTS TO THE STATE PURCHASING AGENT SHOWING QUANTITIES AND DOLLAR VOLUME OF PURCHASES BY EACH STATE AGENCY AND POLITICAL SUBDIVISION. THESE REPORTS WILL BE DUE 10 DAYS AFTER THE CALENDAR QUARTER.



The intent of this contract is to provide permanent archiving services on state-of-the-art compact disks (CD) from recordings on Gray Autograph. Minimum services to be provided under this contract are:

Indexing: an index for each CD will be prepared and placed within the "jewel case". This index will contain the following information: (1) Session (year); (2) Date of recording; (3) Bill number(s); (4) Speaker(s); and (5) CD number. Additionally, each CD will be individually labeled with a permanent identifying label which will identify the session, date, time, beginning and ending bill and assigned disc number. A master index CD will be provided.

All CD's will be recorded on Kodak 8X certified Gold media or staff approved equal.

Each Gray Autograph disc will be individually listened to during the recording process to assure that "skips" and "repeats" are minimized.

Each finished CD will be listened to at intervals to assure quality transfer of audio files.

Each CD will be divided into additional tracks at approximately five-minute intervals for a total of twelve rather than the proposed two.

Duplicate CD's will be recorded from original files.

The total cost for sequence service:

Preparation of original CD copy of Gray Autograph disc.	\$ 30.00
Preparation of duplicate CD	7.00

The total cost for special requests of out of sequence:

Preparation of original CD copy of Gray Autograph disc	\$ 50.00
Preparation of duplicate CD	10.00

Transportation: Transportation costs associated with this contract included in per disk cost.

FINET COMMODITY CODES:

91507000000 - AUDIO RECORDING

91508000000 - AUDIO TAPE DUPLICATING (INCLUDING CASSETTES)

91509000000 - AUDIO/VIDEO PRODUCTION SERVICES COMPLETE